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FUNCTIONS OF THE CHIEF OF ADMINISTRATION, DD/P
(As stated by the Director in memorandum dated 15 July 1952)

Chief of Administration. A qualified Administrative Officer serving on the Staff of the Deputy Director (Plans). Responsible to DD/P for insuring adequate support in trained personnel, equipment, funds, transportation, communications, facilities and services for all clandestine activities.

The Deputy Director (Administration), Assistant Director for Communications, and the Director of Training will provide to the Deputy Director (Plans) adequate support, consistent with other requirements of the Agency, in trained personnel, equipment, funds, transportation, communications, facilities and services for all clandestine activities and, to this end, continuous liaison between these Officers and the Chief of Administration for the Deputy Director (Plans) will be maintained.

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